

Battle Ground Town Council

Meeting Minutes, May 08, 2017

Attending: Steve Egly, Council President; Councilor Greg Jones, Councilor James Miller, Councilor Greg Schroeder, Clerk Treasurer Georgia Jones, Town Attorney Eric Burns, Street Supervisor Ron Holladay, Town Marshal Jerry Burk. Mike Bird did not attend.

Guests: Joanne Kuhn Titolo, Kimi Rausch, Dave Buck, Ryan Smith, James McDonald, Mike Lee, Eric Carter, Jane Miteff, Charles Miteff, Laura Buit.

Steve Egly opened the meeting at 7:00 p.m. Additions to the agenda include Guest Kimi Rausch, and two items in the clerk report.

Guests Charles and Jane Miteff brought questions to the Council concerning the sewer connection at 2636 E 600 N. They question why their residence now has an account for sewage utility billing when they still have a septic tank in use along with their sewage connection. Reference the April meeting minutes and an agreement with prior owner Shumard for a septic connection in exchange for utility easement. Attorney Eric Burns commented there is a rate structure for sewer connections, and that by rule, every connection is levied a fee based on the type of service. The Miteff system is in the category "non-metered" since they do not have a water meter. Any property within 100 feet of a connection must be hooked up to municipal service, and others may connect or may have other reasons why connection would be required.

Motion by Steve Egly to request that Butler, Fairman & Seufert consulting engineers study the situation and determine what IDEM rules apply to a sewer system at this address, fees not to exceed \$500.00. Second of Greg Jones, motion carried. 4 Aye, 0 Nay. **Motion** by Greg Schroeder to suspend the collection of deposit and fees for the new account at 2636 E 600 N pending results from the engineering consultant. Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

Guest Dave Buck of Butler, Fairman & Seufert (BFS) brought a letter dated May 8, 2017, a review of stormwater concerns at the Speedway #8064 diesel fueling center project. The Town Council agrees to conditional approval and confers the responsibility to BFS to approve the project and notify the council when they are satisfied all concerns have been adequately resolved.

Guest Mike Lee represents Speedway #8064 and the fueling station project on Northgate Drive. Lee shared a verbal proposal for improving the street to a standard required for the class of vehicle that will use the station. Anticipated project cost is \$175,000 which Speedway would pay half, and Town of Battle Ground contribute 50% not to exceed \$100,000.00. Councilor Jones commented the amount is unrealistic as it represents an expenditure of nearly all the annual road budget for a short street segment that but for Speedway development would need only minor repairs for the next few years. A second consideration is that road construction is a public works expense requiring a bid process, which puts it outside the construction timeline needed for this project. The town would need to use the state matching grant process to afford any future road project. The Town Council does not accept the terms as presented, and offered to call an additional meeting for follow-up discussion if needed.

Guest Kimi Rausch requested the Sewage Board identify where the Sewage Utility maintenance responsibility begins for the mains on High School Street. She incurred expense to jet and repair a section of the sewer line at the edge of the street and requests reimbursement since the blockage was not in the yard but was due to tree roots at the point where the lateral connects to the main. Photos of the location and type of blockage were provided.

Motion by Steve Egly to reimburse the invoices from Ike's Sewer and Steve Linder to repair the lines at 209 High School Ave. Second of James Miller, motion carried. 4 Aye, 0 Nay. A clarification to policy is needed to specify what portion of the residential system is property owner responsibility. The utility wants to be involved when the maintenance is inside the street right of way and avoid homeowners cutting the street surface for repairs.

Ordinance 2017-556 final form was presented by Dave Buck. This ordinance establishes regulations for stormwater management and creates a stormwater utility for the Town of Battle Ground. A timeline of proposed activity includes meetings with non-residential users to discuss the rates and fee structure. A notice of public hearing will be posted and published along with required legal notice for fees.

Motion by Steve Egly to adopt on first reading Ordinance 2017-556. Second of Greg Jones. Motion carried, 3 Aye, 1 Nay.

Dave Buck requested information on the Northgate lift station, as-built or design specifications. He also commented on the property under review for a new BP station at CR600 and SR43. The draft report for this review will be available at the June 8 meeting.

Department Reports

Street Department – Signs have been purchased for Northgate Drive and will be placed soon. The drive will be cleaned by Complete Sweep around May 22 in advance of the surface repair project, slated to start after June 1. It is expected that Fox Paving will complete the repairs needed on Tippecanoe Street when they are working on Main Street in June.

Sewage Plant –Northgate lift station will be down May 17 for the cutover to new power lines. Ron will set the 4" portable pump and avoid calling a pump truck for that day. Ron will also review the generator cycling program.

It is time for the 6 month performance review for Larry Bickett. General agreement of the Council that Larry's work has been excellent. Motion by James Miller to increase Larry Bickett's hourly wage by \$.50 per hour, new wage \$14.00 effective with the start of the next pay period. Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

Discussion of the effects of the storm water utility on the work load in the billing office, and what additional time and expense there will be to process the payments and answer questions, and other concerns.

Police

There were three meth-related drug arrests at the old hotel property.

Ordinance violation notices for trash and weeds were tagged on 20 properties. One of the offenders is a vacant lot on Wappo Court, which has been long ignored by the owner of record. Another is a vacant home at 304 Prophet Street with trash as well as long grass, currently scheduled for sheriff sale July 5.

A complaint of unsafe building was received on 307 College Street, the garage has collapsed and harbors animals, and there is a large dead tree that is a hazard and requires attention. Discussion of using unsafe building ordinance to enforce compliance at this address. Discussion of liens for properties where cleanup is not attended by the owners. The town will hire a vendor and add administrative expense to the total amount placed as a lien on each parcel.

Deputy Todd Riley has submitted his resignation, last day on duty will be May 26.

Town Attorney

If all goes as planned, there will be a closing this week to transfer control of 5500 SR 43 N to a new owner.

The legal documents for Shawnee Ridge Outlots A and B must have a name of the new homeowner association president, whose signature can be notarized and the transfers recorded.

Minutes

Motion by Greg Jones to approve minutes of the April 10, 2017 meeting. Second of Greg Schroeder, motion carried. 4 Aye, 0 Nay. Regarding the request to use the well fields for a private event, it now appears the event will not be scheduled. Comment by James Miller that in the future we should consider requiring liability insurance if there are requests to use public space for an event. There may be reasons to consider adopting a public access policy.

Clerk-Treasurer

Motion by Greg Jones to approve appropriation vouchers for April 11 to May 8, with second of James Miller. Motion carried, 4 Aye, 0 Nay.

The sign for "Van Accessible" parking at Town Hall will be installed, however striping has been delayed to coincide with striping of North Street. The material the vendor will use is higher quality than we have available and will last longer, if we can have them paint the additional location.

Notes to consider developing a Disaster Recovery Plan were provided to the Council for consideration. A written plan is needed to guide decisions and operations following disruption to equipment and/or structures that house the major functional areas of service: Utility Billing, Clerk's records, Sewage Plant, Marshal's office. This will take some time to research and agree on a solution.

Recipients of federal aid programs are required to take reasonable steps to ensure meaningful access to persons having limited English proficiency. (LEP) A guideline for considering types of assistance was distributed in preparation for future discussion of services that could be provided.

Area Plan

Motion by Greg Jones to approve Ordinance 2017-555, Amendment #91 to the Unified Zoning Ordinance regarding changes to URL for zoning maps, and height variances for R3W and R4W. Second of Greg Schroeder, motion carried. 4 Aye, 0 Nay.

Committees

Streets and Roads – Paving projects will start after June 1. The committee has accepted the additional paving project add-on bids for both Main Street and CR 600 hill. Because the mill requirement was adjusted to 4" instead of 6" it is hoped the fees charged will be lowered in response.

The next meeting for Community Crossings information is May 22. Pavement Solutions will be ready for Northgate West drive surface sealing in June. PASER ratings will be updated to reflect the projects completed last year.

Old Business

Digital Ordinance disclosure documents have been received, project completion estimate is 60 days.

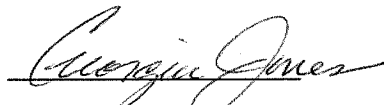
Motion by Greg Jones to proceed with digital records by Sunshine Publishing. Second of James Miller, motion carried. 3 Aye, 0 Nay. Due to conflict of interest, Councilor Egly recused.


New Business

The new patrol vehicle is now in service.

Greg Schroeder announced his resignation from the Town Council, as he will be moving to Avon in the near future. This is his last official meeting as a member of the Council, a new member will be selected for Ward 5. (Clerk's note: See current ward map at Town Hall for eligibility)

Motion to adjourn 9:36 p.m. by Greg Jones with second of James Miller.


Georgia Jones, Clerk Treasurer


Steve Egly, Council President